

**Interim National Certification Standards
for Child Passenger Safety (CPS) Technicians and
Child Passenger Safety Technician Instructors**

Interim Certification Standards for CPS Technicians

- Satisfactorily complete NHTSA's Standardized Child Passenger Safety Training Course

Complete a knowledge and hands-on skills test. The Technician Candidate must score a minimum of 85 percent on the written test and pass (pass/fail; student will have three opportunities to pass) the standardized hands-on portion of the test. A certified CPS Technician Instructor or CPS Technician Instructor Candidate shall administer and supervise the written test and supervise the hands-on portion of the test.

While the CPS Technician Instructor Candidate can supervise and sign-off on each of the hands-on skills, it is the responsibility of the certified CPS Technician Instructor to sign off on the hands-on skills worksheet and complete the course information on the CPS Technician log sheet.

If the student does not pass the written test, he/she will have 30 days to take a retest.

After successful completion of the course, the individual is a CPS Technician Candidate and must then complete field installations, under the supervision of a certified CPS Technician Instructor, to be eligible for certification.

- Field Installation Experience: the CPS Technician Candidate, under the supervision of a certified CPS Technician Instructor, will perform field installations using the standard checklist log sheet. The field installations are to be completed with children and vehicles.

The CPS Technician Candidate must participate in a minimum of two CSS events (e.g., clinics, or scheduled consumer appointments). One of the events can be the scheduled clinic on the fourth day of the CPS Standardized Training Course. The supervising certified CPS Technician Instructor shall verify that the individual has successfully completed the field installations and sign-off on the CPS Technician Candidate's log sheet. It is recognized that some installation scenarios are not very common at consumer checkpoints (e.g., need for a belt shortening clip). In such circumstances, mock scenarios can be set up to complete certification requirements.

- By the time the CPS Technician Candidate has completed field certification training, the Candidate shall have prepared a resume which shall reflect the Candidate's training and experience in child passenger safety. The resume shall include a complete log of test results and all installations in which the candidate has participated. The log sheet must contain the written test score and whether the hands-on portion of the test was passed. The Certified CPS Technician Instructor must sign and print name, include the date and include their certification number on the CPS Technician's log sheet.
- Following completion of certification requirements, the Technician Candidate is responsible for sending a copy of their CPS Technician Candidate log sheet and a signed CPS Technician Agreement and Certification Application Form to AAA. AAA shall, in turn, send the candidate a CPS Technician certification card and number.

CPS Technician Agreement and Certification Application Form can be obtained from, and sent to, AAA at the following address:

Manager of Driver Trainer & Professional Development
AAA National Office, Driver Safety Services
1000 AAA Drive
Heathrow, FL 32746-5063

Phone: 407-444-7960
Fax: 407-444-7956